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Approved For Release 2002/08/28 : CIA-RDP71B00185A000100040053-1

OEL 1023/65

30 JULY 1965

MEMORANDUM FOR: Deputy Assistant Director for Intercept Operations, OEL
Deputy Assistant Director for Systems & Development, OEL
Chief, Operations Division, OEL
Chief, Air Systems Division, OEL
Chief, Ground Systems Division, OEL
Chief, Analysis Division, OEL

SUBJECT: Cost Savings

1. The Executive Director-Comptroller has informed us that we must be prepared to periodically identify savings in our day-to-day operations. He cited as examples, reduction in newspaper and periodical subscriptions, reduced travel, reduced printing, etc.

2. It is requested that you provide the Executive Officer your recommendations for dollar savings by COB, 6 August 1965. It is intended that you consider OEL in its entirety in making your recommendations.

3. The Executive Officer will consolidate the recommendations and provide them to me for appropriate action.

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Assistant Director for ELINT
DD/S&T

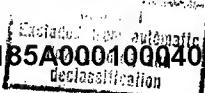
Distribution:

1 - each addressee
1 - AD/OEL
1 - OEL Reg

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[Sah:6911 (30July65)]



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CENTRAL INTELLIGENCE AGENCY
OFFICIAL ROUTING SLIP

TO	NAME AND ADDRESS	DATE	INITIALS
1	DAD/S&D/OEL	7/30	RF
2			
3			
4			
5			
6			
ACTION	DIRECT REPLY	PREPARE REPLY	
APPROVAL	DISPATCH	RECOMMENDATION	
COMMENT	FILE	RETURN	
CONCURRENCE	INFORMATION	SIGNATURE	

Remarks:

See Note due date
for request is 6 Aug
I mailed him & have info
by COB 3 Aug
X.V. due
S. G. R.

ROLL HERE TO RETURN TO SENDER

FROM: NAME, ADDRESS AND PHONE NO.

DATE

30 JUL 1965

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